

From: courtreporters fpreporting.com
To: [Coltrain, Katrina](#)
Subject: RE: TRANSCRIPT ORDER - EPA PUBLIC MEETING
Date: Wednesday, July 18, 2018 9:05:16 AM
Attachments: [EPA PROPOSED PLAN AND PUBLIC COMMENT MEETING, BRISTOW.ptx](#)
[EPA PROPOSED PLAN AND PUBLIC COMMENT MEETING, BRISTOW.TXT](#)
[E-Transcript Instructions.rtf](#)

Thank you Ms. Coltrain!

I have attached the transcript in e-tran and txt format. The e-transcript is the ptx file. I have also attached the instructions for the free and easy download of the program that will allow you to view and print your transcript. It's very easy to navigate, and most of our clients prefer it over any other format. However, for your convenience, I have also attached the transcript in txt format. All of our transcripts include a certificate page. On this particular transcript, you will find that on page 43. If you would like to have a hard copy mailed to you, please let me know. Otherwise, you can print one from your

e-transcript. Please feel free to share this with Mr. Downham and Mr. McKinney. If you have any questions or need anything further, please let me know. I will send the invoice to Mr. McKinney.

Thank you for your business!

Sincerely,

Shelby Goodin
Office Administrator

Frank Peterson Reporting Service
P.O. Box 150143
Tulsa, OK 74115
(918) 745-0303
(888) 499-0349

From: Coltrain, Katrina <coltrain.katrina@epa.gov>
Sent: Wednesday, July 18, 2018 7:49 AM
To: courtreporters fpreporting.com <courtreporters@fpreporting.com>
Cc: McKinney, Jason <McKinney.Jason@epa.gov>
Subject: RE: TRANSCRIPT ORDER - EPA PUBLIC MEETING

Shelby, an official e-transcript is preferable. If possible, a copy in both txt and pdf would be the best. If not both, then the preference is for a txt file.

I have copied Jason McKinney on this response. He is the contact for all billing questions.

thanks

Katrina Higgins-Coltrain
Remedial Project Manager
US EPA Region 6
LA/OK/NM Section (6SF-RL)
1445 Ross Avenue
Dallas, Texas 75202
214-665-8143

From: courtreporters fpreorting.com [mailto:courtreporters@fpreorting.com]

Sent: Tuesday, July 17, 2018 11:46 AM

To: Coltrain, Katrina <coltrain.katrina@epa.gov>

Subject: TRANSCRIPT ORDER - EPA PUBLIC MEETING

Ms. Coltrain,

The transcript of the EPA Public Meeting that was held on July 10, 2018 is ready to be sent to you. However, I need to know exactly what you want to order. Do you prefer an e-transcript, txt format, pdf format, or a full hard copy that would be mailed to you? Do you also want an sealed original? Also, to whom shall I make the invoice? Please let me know as soon as possible. I will send it out to you right away when I receive your information.

Thank you!

Shelby Goodin
Office Administrator

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E-Transcripts

MAC Computers are not compatible for opening E-Transcripts. If you have a MAC, please contact us at the numbers below, and we will send to you a text version of your deposition. If you do not own a MAC and are still experiencing difficulty opening your E-Transcript, please follow these steps:

- Before viewing an E-transcript, it is necessary to first go to:
www.reallegal.com and download the “***E-transcript viewer***” software. This is something that is necessary to do only **one time** and is **quick** and **free**. Once it is downloaded onto your computer, you will always be able to view e-transcripts on that computer. In order to view it on other computers, the same steps will need to be taken.
- Once you have downloaded the software, download the E-transcript file onto your computer where you can find it easily. Once it is downloaded onto your computer, go to the file and double click the file to open it.
- The E-transcript is now ready for use.
- Some unique features for the e-transcript are:
 - ◆ It has a searchable word index that allows you to locate a specific word in the transcript by double clicking on that word.
 - ◆ You can print copies of the transcript in either condensed, full, and/or the keyword index.
 - ◆ You can also schedule more depositions with this firm by going to:
 - Tools
 - Schedule Court Reporter
 - Fill Out the Information
 - An e-mail will be sent to confirm your request, and we will also call the day before the deposition to confirm it.
- If these steps do not solve the problem, please contact our office at:
(918) 745-0303 or (888) 499-0349

Thank you, we appreciate your business!

**FRANK PETERSON REPORTING SERVICE
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